

‘Educating Global Citizens’ Symposium 2016:

Guidelines on applying to join the judging committee

If you are applying to join the judging committee for the UK’s first international student research symposium, please read these guidelines prior to submitting your application.

What are we looking for?

We are inviting applications from undergraduate and postgraduate students at the University of Southampton to join the symposium judging committee. We are looking for students from a diverse range of academic disciplines to join the committee who will advise the final judging panel on which student presentation applications should be accepted for the symposium.

A couple of myths to bust:

- You don’t need to be a sustainability expert. This symposium is targeted at students, so we need students to tell us which research your peers will find interesting. As current students, you are already qualified to do this!
- You won’t be printing any name badges. The judging committee won’t be involved in the practical organising of the symposium; it will be solely advising the final judging panel on presentation applications, as well as joining the symposium delegates on the day.

Some guidance on the application form:

Why would you make a good committee member?

We need committee members who will be:

- Critical thinkers. Are you able to assess against given criteria? Can you provide us with clear feedback to the judging panel?
- Organised. Have you shown you can meet deadlines in the past? Tell us about that. NB: all the committee deadlines are available on the website; please make sure you’re able to meet them prior to applying.

The rest of the application form should be self-explanatory, but if you have any questions please don’t hesitate to get in touch!

NB: the information about your degree course is only for interest, to provide us with information about where we are receiving applications from. It will not be considered as part of the judging process.

A few general ‘dos’ and don’ts’ for your application:

Do	Don’t
Clearly describe the reasons you would make a good committee member	Feel you have to use all of the words in the committee application. The 100 words is a limit, not a target.
Be as specific as possible	Be vague
Proofread	Exceed the word limit
Spell out acronyms	Use jargon
Submit on time.	Be too humble. You’re being considered against other students for this position.